

SIKKIM



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**GOVERNMENT OF SIKKIM
HOME DEPARTMENT
GANGTOK**

NO. 01/HOME/P/09

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NOTIFICATION

Whereas, the State Government has deemed it expedient to modify the rules relating to allotment of accommodation in Old/New Sikkim Houses and Hauz Khas, New Delhi.

Now, therefore, the State Government hereby makes the following Rules to regulate the allotment of accommodation in Old/New Sikkim Houses, Hauz Khas and Sewa Bhawan, New Delhi.

1. Short title and Commencement

- (i) These rules may be called the Allotment of Accommodation (in Old/New Sikkim House, Hauz Khas and Sewa Bhawan) Rules, 2009.
- (ii) They shall come into force on the date of their publication in the official gazette.

2. Control and Supervision

The overall control of Old and New Sikkim Houses, the property at X-13 Hauz Khas and Sewa Bhawan at L-12 South Extension, New Delhi shall be vested with the Secretary-In-Charge of Home Department, Government of Sikkim, who may authorize any officer of the Home Department to control and make supervision of these Guest Houses on his behalf.

3. Allotment of Accommodation in Sikkim Houses, Hauz Khas and Sewa Bhawan.

- (i) The list of persons entitled to occupy the Sikkim Houses, Hauz Khas and Sewa Bhawan accommodation while travelling on duty or otherwise is given in Annexure I, II and III.
- (ii) The Chief Justice and the Judges of the High Court of Sikkim shall be treated as State Guests whenever they visit Delhi.
- (iii) Room Nos. 201 and 202 in Old Sikkim House will be specifically earmarked for the Chief Justice and Judges of High Court of Sikkim as and when they visit Delhi. When vacant, these rooms may be allotted to other dignitaries visiting Delhi 24 hours in advance only.
- (iv) Retired Chief Justice and other Justice initially appointed as Judges of the High Court of Sikkim will be treated as State Guest whenever they visit Delhi. However, such visits shall be regulated and communicated to the Home Department and the office of the Resident Commissioner by the High Court of Sikkim.
- (v) Priority in booking of rooms in Guest Houses will be in following order; namely:-

- State Guests
- State VIPs/Officials visiting Delhi for official purposes.
- Officials on Private visit.
- Non officials.

(vi) Officers/employees working under Central Government offices located in Sikkim may be provided accommodation in New Sikkim House during their official visit, subject to availability of room.

(vii) Rooms will not be allotted for more than one week for continuous occupation and allottees will be required to vacate the room on the date of expiry of the duration of the stay mentioned in the permit issued by the Home Department.

(viii) No rooms shall be allotted more than 30 (thirty) days in advance. Fifty percent (or more in case of urgent official requirements during plan discussions etc.) of the rooms in New Sikkim House shall be kept in reserve by the Home Department of which 25% shall be allotted not more than 7(seven) days in advance and the remaining 25% not more than 2(two) days in advance.

(ix) The VIP suites in New Sikkim House are restricted to VIPs listed from Sl. No. (i) to (iv) of Annexure - II, and officers in the scale of pay of Principal Secretary to the Government and above. Dignitaries entitled to accommodation in Old Sikkim House may also be allotted VIP room in case of non-availability of accommodation in Old Sikkim House. In case a VIP room is lying unoccupied, the same may be allotted to officers in the scale of pay of Comm-cum-Secretary and above and Heads of departments visiting Delhi on official duties for maximum of three days duration, subject to booking for such category of officers being confirmed not more than 48 hours in advance.

(x) No room shall be booked for students. However, accommodation for them will be provided in dormitory in New Sikkim House during transit or during the months when admissions are in progress in Delhi Colleges for a maximum period of 3 and 15 days respectively.

(xi) Notwithstanding anything contained in Rule 2 and sub-rule (1) of Rule 3, the Resident Commissioner, Sikkim House, New Delhi may, at his discretion, allot 5 double bedded rooms in New Sikkim House, when accommodation is available and not reserved for use, to officers of Central and other State Government on reciprocal basis on payment of rents as specified under Rule 5.

4. Priority of right to occupy the Sikkim Houses, Hauz Khas and Sewa Bhawan.

- i) Accommodation in Old/New Sikkim Houses, Hauz Khas and Sewa Bhawan shall be provided according to the priority indicated in Rule 3 (vi) and Annexure-I, Annexure-II and Annexure-III.
- ii) Accommodation confirmed may be cancelled or alternative accommodation arranged by the Resident Commissioner, Sikkim House if the same is required to be provided in public interest to a person placed in higher rank or in case of requirement by Home Department or by officials traveling on official duty.
- iii) As between two persons placed in the same position, elected person shall have precedence over the nominated.
- iv) A person shall not be allowed to occupy more than one room to the exclusion of other officers traveling on duty and requiring the accommodation.
- v) Patients undergoing organ transplant and bye-pass surgeries shall have precedence over other patients mentioned in Annexure-III.

The following persons are entitled for Official and Ordinary rates:-

a. Entitlement of Official Rate:-

- i) Officers of Government of Sikkim on official visit,
- ii) MLAs/Chairpersons/Advisors/Political Secretary to CM/Members, Planning Commission of Sikkim on official visits.
- iii) Officers of Central Government on official visit.

b. Entitlement of Ordinary Rate:-

- i) Officers of Government of Sikkim or their dependants on private visit.
- ii) Chairpersons of Sikkim on private visit.
- iii) Officers of Central Government on private visit.
- iv) Important persons of Central Government/other State Governments on official visit.
- v) Ex-Ministers/Ex-MLAs
- vi) Sikkimese public
- vii) Retired State Government Officials/employees.
- viii) Non-Sikkimese Public subject to availability.

5. Charges of Accommodation-

The charges of accommodation of a room per day shall be as follows:

i) Old Sikkim House

| Sl.No. | Particulars | Tariff |
|--------|---|------------|
| (i) | H.E. the Governor of Sikkim | - |
| (ii) | Hon'ble Chief Minister of Sikkim | Rs. 1000/- |
| (iii) | Hon'ble Chief Justice of Sikkim High Court | Rs. 500/- |
| (iv) | Hon'ble Speaker, Sikkim Legislative Assembly | Rs. 500/- |
| (v) | Hon'ble Member of the Council of Ministers | Rs. 500/- |
| (vi) | Hon'ble Judges of Sikkim High Court | Rs. 500/- |
| (vii) | Hon'ble Deputy Speaker of Sikkim Legislative Assembly | Rs. 500/- |
| (viii) | Hon'ble Members of Sikkim Legislative Assembly | Rs. 300/- |

N.B. – (i) Room tariff for any other dignitary who is provided accommodation in Old Sikkim House will be Rs.1000/-.

(ii) Government Officers accommodated in Old Sikkim House will be charged tariff as applicable for VIP room in New Sikkim House.

(iii) Tariff at the rate of Rs. 500/- per day will be paid by the Home Department in respect of any dignitary entitled to State Guest facility at Sikkim House, New Delhi.

ii) New Sikkim House –

(a) Room Tariff for official Tour/Duty**

| Sl.No. | Particulars | Tariff |
|--------|---------------------------|------------|
| (i) | VIP room | Rs. 1200/- |
| (ii) | Double room | Rs. 600/- |
| (iii) | Single room | Rs. 450/- |
| (iv) | Extra bedding without bed | Rs. 100/- |

** Stay shall be treated on official tour/duty only if requisition for room reservation is accompanied by approval of the Competent Authority.

(b) Ordinary Room Tariff.

| Sl.No. | Particulars | Tariff |
|---|---------------------------|------------|
| <u>FOR FIRST FOUR DAYS OF THE STAY</u> | | |
| (i) | VIP room | Rs. 1400/- |
| (ii) | Double room | Rs. 700/- |
| (iii) | Single room | Rs. 500/- |
| (iv) | Extra bedding without bed | Rs. 100/- |

FOR STAY AFTER FOUR DAYS

| | | |
|-------|-------------|------------|
| (i) | VIP room | Rs. 1800/- |
| (ii) | Double room | Rs. 850/- |
| (iii) | Single room | Rs. 600 /- |

III) Dormitory tariff.

A flat rate of Rs.150/- and Rs. 75/- per day per bed shall be charged for AC and Non-AC dormitories. Students visiting Delhi will be charged at the rate of Rs.100/- and Rs. 50/- per bed for AC and Non-AC dormitories respectively. Dormitory accommodation will not be permitted for more than ten days. Any extension of stay will be subject to the approval of Resident Commissioner and availability of accommodation.

N.B.: Unauthorised occupation

(a) Incase of unauthorized occupation/occupation against booking in another's name, double the ordinary tariff will be charged and the occupant shall also be liable for eviction without any notice. If the unauthorized occupant fails to vacate despite written notice by the Resident Commissioner, then triple the normal rate would be levied and the occupant shall be liable for eviction.

(b) The Sikkim House administration shall have the right to ask for proof of identification from any occupant before allotting the accommodation/handing over the room keys even on production of booking slip issued by the Home Department.

(iv) Sewa Bhawan

| Sl.No. | Particulars | Tariff |
|--------|---|-----------|
| (i) | AC room | Rs. 500/- |
| (ii) | Non-AC room | Rs. 300/- |
| (iii) | Extra bedding without bed (Maximum one) | Rs. 100/- |

(v) Hauz Khas

| Sl.No. | Particulars | Tariff |
|--------|--|-------------------|
| (i) | VIP room | Rs. 30/- |
| (ii) | Ordinary room | Rs. 15/- |
| (iii) | Dormitory- a. For patient and one escort b. Additional escort (per bed) | -Nil- Rs. 15/- |

6. Realisation of rent –

- i) The Deputy Secretary, or such other officer as may be nominated for the purpose in the Protocol Section, Home Department shall on receipt of room rents in the form of Bank Receipt or other authorized means of payment, issue permits for allotment of rooms in New Sikkim House. The allottee shall normally have to vacate the room on the date of expiry of the duration of stay mentioned in the permit issued by the Home Department.
- ii) The statements of all money collected on account of room rents by the Resident Commissioner, Sikkim House, New Delhi, shall be submitted to the Accounts Officer, Home Department, Government of Sikkim, Gangtok with a copy to the Special/Additional Secretary, Home Department, Government of Sikkim, Gangtok on a monthly basis. Likewise, Deputy Secretary (Protocol) Home shall also submit detailed accounts to the Accounts Section, Home Department.

7. Maintenance of Sikkim House, Hauz Khas and Sewa Bhawan-

The Resident Commissioner, Sikkim House, New Delhi shall see that:-

- i) The Old/New Sikkim Houses, Hauz Khas property and Sewa Bhawan are provided with all the basic necessary amenities.
- ii) The rooms, doors, windows, corridors, baths and toilet etc. are kept clean and tidy.
- iii) Stock registers for furniture, furnishings, crockery, linen etc. are maintained properly and physical verification of stock is made by periodical inspections.
- iv) The buildings, gadgets, approach road and fencing of all the four Houses are properly maintained.

8. Visitor's Book-

- i) A Visitors' Book shall be kept in all the Houses.
- ii) The book shall be in the custody of controller of Household Affairs in New Sikkim House and the respective Receptionist in Old Sikkim House, Hauz Khas and Sewa Bhawan.
- iii) The book shall be produced to the guest at check in time for recording the date and time of arrival and other particulars. The book shall again be produced to him/her for recording the date and time of departure.

9. Power to relax -

Where the Government of Sikkim is of the opinion that it is necessary or expedient to do so, it may by order, for reasons to be recorded in writing, relax any of the provisions of these rules and room rents.

10. Repeal & Savings-

- i) Notification No. 56/Home/2007 dated 15.06.2007 published in Extraordinary Gazette No. 290 dated 2nd July, 2007 is hereby repealed.
- ii) Notwithstanding such repeal anything done or any action taken under the said notification shall, so far as it is not inconsistent with the provisions of these rules, be deemed to be done or taken under these rules.

**Home Secretary
Government of Sikkim
F.No.GOS/7(16)H/P/2001**

ANNEXURE-I

Accommodation in Old Sikkim House

1. H.E. the Governor of Sikkim
2. Hon'ble Chief Minister of Sikkim
3. Hon'ble Chief Justice of High Court of Sikkim
4. Hon'ble Speaker, Sikkim Legislative Assembly
5. Hon'ble Members of the Council of Ministers of Sikkim
6. Hon'ble Judges of High Court of Sikkim
7. Hon'ble Deputy Speaker, Sikkim Legislative Assembly
8. Hon'ble Members of Sikkim Legislative Assembly
9. Chief Secretary, Government of Sikkim
10. Lt. Advocate General of Sikkim

ANNEXURE-II

Accommodation in New Sikkim House

- (i) Former Chief Ministers/Retired Chief Justices/Other Judges initially appointed as Judges of High Court of Sikkim*
- (ii) Chairman/Chairpersons/Advisors of Cabinet rank*
- (iii) Chairpersons/Members of Commissions in the rank of Ministers of State*
- (iv) State Information Commissioner/ State Election Commissioner/Other Chairmen/ Chairman, SPSC/ Dignitaries holding constitutional positions*
- (v) Officers in the pay scale of Pr. Secretaries and above*
- (vi) Chairmen/Chairpersons/Advisors
- (vii) Officers/Officials of Government of Sikkim
- (viii) Former Ministers and Former MLAs.
- (ix) Officers/Officials/Other important persons of Central Government and other State Governments.
- (x) Former officers of Government of Sikkim.
- (xi) Public of Sikkim.
- (xii) Students from Sikkim (for dormitory accommodation)
- (xiii) Others.

*Dignitaries/Officials indicated from Sl.No. (i) to (v) shall be entitled for VIP room accommodation at New Sikkim House and may be allotted accommodation in Old Sikkim House during their official visits as per the availability and in that order. The room rent for them, incase of allotment in Old Sikkim House, shall be the same as for the VIP room in New Sikkim House.

ANNEXURE -III

Accommodation in Hauz Khas and Sewa Bhawan – For medical patients of Sikkim

Categories of diseases

1. Cancer
2. Organ Transplant Surgeries
3. Bye-Pass Surgeries
4. Selected Neuro-Surgical cases (to be identified by Health Department, and
5. All such diseases that may be listed under proviso to Rule 12 of the Sikkim Services (Medical Facilities) Rules, 1981 and as amended from time to time.

Note:-For accommodation in Hauz Khas and Sewa Bhawan, referral certificate from STNM Hospital/ Central Referral Hospital, Manipal, Gangtok is required to be furnished at the time of booking.